

**HULMEVILLE BOROUGH COUNCIL**  
**Meeting Minutes**  
**January 2, 2019**

The regular monthly meeting of the Hulmeville Borough Council was held on the above date at the Borough Hall, 321 Main Street.

**Councilmembers Present**

Thomas Wheeler, President  
Dan Mandolesi, Vice President  
Judy Coleman  
Mayor Debbie Mahon  
Sarah Omietanski, Jr. Council  
Doug Harris

**Staff in Attendance**

Solicitor Robert DeBias  
Fire Marshal Bill Wheeler  
Secretary Dorothy Omietanski  
Water & Sewer Kurt Ludwig  
Sergeant Baron

**Councilmembers Absent:** Doug Edge, Nick Lodise, and Mallory Menta

**Staff Absent:** Water & Sewer Pat Slater and Treasurer Diane McKairnes

**Guests in Attendance:** Sheri Wheeler

**Call to Order:** Mr. Wheeler called the meeting to order at 7:32pm; all those present joined in the Pledge of Allegiance.

**Minutes:**

Note: Mr. Mandolesi requested that the number of hours (1,148) Zachary Gutherman worked on the Eagle Scout project be added to the minutes.

**Motion made by Mr. Mandolesi seconded by Mr. Harris to approve the minutes of December 3 and 18, 2018; Motion passed with all in favor 4-0-0.**

**Review of Positions and Reappointment:**

The following positions are reappointed:

1. Solicitor – Robert DeBias
2. Secretary – Dorothy Omietanski
3. Treasurer – Diane McKairnes
4. W&S Clerk – Patricia Slater
5. Fire Marshall EMC – William Wheeler
6. Borough EMC – William Wheeler
7. Building Inspector – Building Inspector Underwriters
8. Paper of Record – Bucks County Courier Times
9. Water and Sewer Engineer – Carroll Engineering
10. President Pro-tem – Nick Lodise
11. Chairman of Vacancy Board – Doug Harris

**Motion made by Mr. Wheeler seconded by Mr. Mandolesi to accept the slate for 2019; Motion passed with all in favor 4-0-0.**

The following position is reappointed:

**Motion made by Mr. Mandolesi seconded by Mr. Harris to accept the appointment of Sheri Wheeler to Water Meter Reader; Motion passed 3-0-1. Note Mr. Wheeler abstained from voting for meter reader due to his relationship with Ms. Wheeler**

The following committees are reappointed:

1. Water Authority – Kurt Ludwig – Term through 2023

**Motion made by Mr. Wheeler seconded by Ms. Coleman to appoint Kurt Ludwig to a 5-year term for Water Authority; Motion passed with all in favor 4-0-0.**

2. Zoning Hearing – Joe Coleman - Term through 2021

**Motion made by Mr. Wheeler seconded by Mr. Mandolesi to appoint Joe Coleman to a 3-year term for Zoning Hearing; Motion passed 3-0-1. Note Ms. Coleman abstained from voting for Zoning Hearing due to her relationship with Mr. Coleman.**

3. HARB – Debbie Williams - Term through 2021
4. HARB – Marce Heald – Term through 2021

**Motion made by Mr. Mandolesi seconded by Ms. Coleman to appoint Debbie Williams and Marce Heald to a 3-year term for HARB; Motion passed with all in favor 4-0-0.**

5. Recreation Board – Joe Heald – Term through 2023

**Motion made by Mr. Wheeler seconded by Mr. Mandolesi to appoint Joe Heald to a 5-year term for Recreation Board; Motion passed with all in favor 4-0-0.**

6. Storm Water Management – Judy Coleman – Term through 2021

**Motion made by Mr. Wheeler seconded by Mr. Harris to appoint Judy Coleman, to a 3 year term for Storm Water Committee; Motion passed with all in favor 4-0-0.**

The following position is appointed:

**Motion made by Mr. Harris and seconded by Mr. Wheeler to appoint Gilmore and Associates to Borough Engineer; Motion passed with all in favor 4-0-0.**

**Motion made by Mr. Wheeler and seconded by Mr. Mandolesi to schedule a meeting between Mario Canales and Gilmore and Associates to transfer knowledge and information regarding upcoming projects. Motion passed with all in favor 4-0-0.**

**Committee Appointments:**

Police: Chairman Mr. Wheeler	Members Ms. Menta and Mr. Lodise
Borough Property: Chairman Mr. Mandolesi	Members Ms. Menta and Mr. Wheeler
Health and Trash: Chairman Mr. Lodise	Members Mr. Harris and Ms. Coleman
Streets: Chairman Mr. Wheeler	Members Mr. Edge and Mr. Harris
Lights: Chairman Mr. Lodise	Members Mr. Edge and Mr. Wheeler
Personnel: Chairman Mr. Harris	Members Mr. Mandolesi and Ms. Coleman
Finance: Chairman Mr. Harris	Members Mr. Wheeler and Ms. Coleman
Water & Sewer: Chairman Ms. Menta	Members Ms. Coleman and Mr. Wheeler
Building Code: Chairman Mr. Mandolesi	Members Mr. Edge and Mr. Harris
Planning/Zoning: Chairman Mr. Mandolesi	Member Mr. Edge
Storm/Flood Plain: Chairman Ms. Coleman	Members Mr. Harris and Mayor Mahon – advisor

Junior Council member Sarah Omietanski is invited to sit in on any of the committee meetings that fit into her school schedule.

**Public Comment:** none

**Police Report:**

- Police Report - Mayor Mahon read the report for the month of December 2018: 23 Incidents, 1 Accidents, 4 Assists, 0 EMS, 6 Court, 0 Summary Citations, 16 Traffic Citations, 2 Criminal Arrests, 1 Parking and 3 Court for a total hour worked: 193, Total Salary \$4,429.75.
- Police Committee Meeting – The last meeting was held on 12/16/18. The committee reviewed the job description for Police Chief. Mayor Mahon distributed a copy of the job description to the three interested candidates for police chief – Mr. Campellone, Mr. Hughes and Sgt Baron. The job description was also posted to the website.
- Police Policies – Mayor Mahon will be emailing everyone on council 4 policies to be adopted in February. Mr. Mandolesi had a few questions regarding the requirements for some of the policies. First one of the policies is requiring a locked refrigerator. Mayor Mahon explained that a lock box that can be placed in the current refrigerator will be acceptable and less costly. The second issue Mr. Mandolesi wanted to bring up is the need for an alarm system. Mayor Mahon explained that the police are looking into a security camera and possible an alarm system as well or the alarm system may be removed from the requirements.

**Motion made by Mr. Harris and seconded by Mr. Wheeler to adopt Attendance Policy, Infectious Disease Policy and Personnel Policy; Motion passed with all in favor 4-0-0.**

- Thank You – Mayor Mahon wanted to thank Sergeant Baron for saving the borough money by reducing the number of robec units. The units need to be calibrated every two months so Sergeant Baron reduced the number of units used from 5 to 2 saving in the calibration costs on three units.
- Life Insurance – Mayor Mahon informed council that two of the current police officers have declined insurance while one officer is interested in having the insurance.
- Police Chief – Mayor Mahon will set up 15-minute interviews on 2/12 at 7pm. If council can be present to conduct the interviews.

- Loose Dog – Ms. Wheeler wanted to bring to the police departments attention of an ongoing issue with a dog on Webster that is continuously running free and attacking residents walking their dogs. Sergeant Baron will look into the matter.

**Personnel:** no report

**Borough Property:**

- LED Lights – All the LED work has been completed at borough hall. Armour Electric was able to place LED lighting in the basement as well as the garage.
- Cleaning Borough Hall – Sparkle Cleaning can clean for the borough if it is during the daytime hours. They suggested Monday at 10am. Sergeant Baron asked if the cleaning could be done on Wednesdays or Thursdays so he would be available to let them in. Mayor Mahon will send Sparkle an email and will direct them to contact Sergeant Baron to set up the best date and time for cleaning.

**Zoning:**

- Woodruff – After an inspection of the properties on Bellevue Ave it has been confirmed that 937 and 939 are being run as boarding houses. Each unit has 4-5 different residents paying various amounts in rent. The borough will be issuing citations on those two units.

**Water and Sewer:**

- Committee Change - Minnie Nocito has resigned from the Water Authority Committee and Mike Wasson will be filling the position starting 1/28/19.
- Inverse Paradox – Inverse Paradox will be attending the next Authority Meeting to finalize bill paying online.
- Carroll Engineering – Carroll Engineering will be in attendance at next meeting to start discussion on the bidding process for phase two of the manhole project.
- Water Shut Off – Mr. Ludwig has not heard back yet from BCWSA regarding their assistance with the water shut off in the borough.

**Fire Marshal:** no report

**Trash:**

- Republic Services – The contract for Republic Services will expire 12/19. Council should advertise for bids in July or August.

**Lights:**

- LED Street Lights – Mr. Mandolesi asked that council and the police department keep an eye on the street lights and report any issues immediately.

**Streets:** no report

**Finance:**

- Year End Report – Ms. Coleman will get a year end report from Ms. McKairnes then she will transfer all her files to Mr. Harris.

**Jr. Council Person:** no report

**MS4:**

- Newsletter - Mayor Mahon is currently working on the Winter/January 2019 newsletter
- Business Updates - Mayor Mahon is still looking for a way to receive updated business names and contact information
- Meeting Date – The next storm water meeting will be on January 10, 2019 at Borough Hall at 6:30pm.

**TMDL / BMP's:** Permit years 2018-2022 – items that need to be accomplished over the next 5 years.

- TMDL No1: encouraged riparian forest buffers for all residents along the creek
- TMDL No 2: conduct site inspections to encourage storm water control measures
- TMDL No 3: installation of 2 deciduous trees in open space or within the borough proper
- TMDL No 4: reduce infiltration
- TMDL No 5: modify basins for increased infiltration reduction
- TMDL No 7: encouraged home owners to install rain barrels
- TMDL No 8: additional provisions:
  - Continued with the 4 leaf pick-ups through the fall/winter season
  - Sump Pump inspection enforcement
  - Decide on sediment reduction project

**Floodplain:**

- For all residents in and out of floodplain, contact information is being added to the newsletter to assist residents and business owners on proposed practices and procedures during weather events.
- Old Colonial Inn has cleared trees in the floodplain/open space behind their establishment. Zoning officer is working on the violation as this is not yet cleaned up.
- The Water Street FIRM concerns have not yet been answered (9 months now). FEMA forwarded Mayor Mahon's questions to PEMA for answers through the hazard mitigation grants.

**Storm Water:**

- New Residents – Update any new residents that have moved into Hulmeville as storm water affects us all and not just those that live in floodplain.
- Training – The annual stormwater training will be held on 1/15.

**Solicitor Report:**

- Snow and Ice Contract – Mr. DeBias just wanted to remind council that the option to extend the contract for three years needs to be exercised by February 5, 2019.
- LED Light Project – Mr. DeBias received a request for payment in the amount of \$14,950.00 for the LED work done at Borough Hall by Armour Electric.

**Motion made by Mr. Mandolesi and seconded by Mr. Harris to submit a request for payment to the RDA for \$14,950.00 for the work completed at Borough Hall by Armour Electric; motion passed with all in favor 4-0-0.**

**Mayor:**

- Bucks County Police Chiefs R.M.S. – The Bucks County Police Chiefs requested an RDA grant for R.M.S. The Mayor forgets what R.M.S. stands for but the system is supposed to help all local municipalities. The system tracks people that are wanted by law enforcement. Sergeant Baron will contact BCPC and gather more information on the program.

**Treasurer’s Report:** Ms. McKairnes was absent.

**Motion made by Mr. Mandolesi and seconded by Mr. Harris to authorize council to approve paying the bills at the January work session; motion passed with all in favor 4-0-0.**

**Correspondence:** none

**Old Business:**

- Reetz Ave – Ms. Wheeler informed council that a horse was loose on Reetz Ave. It was not one of hers.
- Pothole Main Street – Mr. Wheeler will reach out to Mr. Lodise to see if he can get the pothole on Main Street filled.
- Thank You – Mr. Ludwig wanted to thank the Mayor for being a judge in the house decorating contest.

The meeting was adjourned at 8:55pm; motion made by Mr. Harris seconded by Mr. Mandolesi.

Respectfully Submitted

Dorothy Omietanski,  
Hulmeville Borough Secretary